



## Federal Acquisition Insight

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*Featuring the Latest Acquisition Workforce News and Events  
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*From the Desk of the Director -- by Gloria Sochon*

Many new developments in acquisition continue to advance and many exciting events can help you better understand them. This edition of the newsletter includes a discussion of changes at GSA's Federal Supply Service (FSS), additional employment opportunities for people who are blind or severely disabled, "10 Easy Tips" to green meetings, an update on Section 803 and ACMIS, and introduces a new column "e-Gov Corner," which will keep us updated on the Integrated Acquisition Environment and other e-Gov initiatives that affect how the government does business. We also note a number of exciting training opportunities including: Lunchtime Learning Seminar on Commercial Item Pricing 2/25/03, PBSA Conference 4/1/03, FedWeb 5/5-7/03, GSA EXPO 5/6-5/8/03, FAC 2003 6/12-13/03 in the metro DC area, and 6/17-18/03 in Huntsville, AL, IRMCO 9/2-5/03. Check out the articles for more information.

FAI continues to move forward to a new mode of operations. We received proposals to perform FAI services on January 21, 2003. The evaluation process is underway and we should have contract award in March 2003. After an initial transition to contractor performance of FAI functions, we hope to bring the acquisition workforce services that equip you to meet today's and tomorrow's business challenges more effectively than ever.

We hope you find this information useful. And be sure to share it with your colleagues. We welcome any comments and suggestions for articles for publication in *FAI Insight*. If you'd like to submit an article for publication in the newsletter, please contact the Editor, Judy Steele, at (202) 501-4994 or [judy.steele@gsa.gov](mailto:judy.steele@gsa.gov).

***New Employment Opportunities for People Who Are Blind or Severely Disabled***

A precedent-setting agreement between GSA's Public Buildings Service (PBS), the Committee for Purchase From People Who Are Blind or Severely Disabled (the Committee), and NISH (formerly National Industries for the Severely Handicapped), was signed November 4, 2002, at the Committee offices in Arlington, Virginia. NISH, through the Javits-Wagner-O'Day (JWOD) Program and its affiliated community-based, nonprofit agencies, seeks to create employment for people who are blind or severely disabled.

Under the agreement, GSA will offer the JWOD Program (through NISH) all new contracts for custodial services. According to its standard practice, the Committee will take into account severe adverse impact on an incumbent small business when reviewing or adding a new GSA contract to the government's procurement list.

The agreement establishes a strategic alliance for long-term mutual benefit that delivers improved processes for contracting, recognizes the JWOD Program as the vendor of choice for PBS and values market-pricing, job creation, ease of process, flexibility, quality and industry innovation.

The goals of the agreement are to:

- Increase the number of new and diverse employment opportunities
- Employ industry best practices at the best value for taxpayers
- Ensure the new agreement will not have an adverse impact on small and minority business contractors.

"This is a win-win situation for all parties involved," said NISH President and CEO E. Robert (Bob) Chamberlin. "We are very excited about the long-term impact of the alliance and the new employment opportunities it will provide for people who are blind or severely disabled. Individuals with disabilities face an unemployment rate of 70 percent. Through the JWOD Program and alliances like these, people who are blind or severely disabled are able to gain employment and become more independent."

In attendance at the signing ceremony were representatives from all the agencies involved in establishing this alliance. E. Robert (Bob) Chamberlin, NISH president and CEO, Leon A. Wilson, executive director, the Committee, and F. Joseph Moravec, Commissioner, PBS, signed the agreement along with PBS's eleven assistant regional administrators and NISH's six regional directors. The new agreement was developed by the GSA/JWOD Working Group, which comprises representatives from GSA, the Committee, NISH and NISH-affiliated community-based, nonprofit agencies that hire and train individuals with severe disabilities who work on contracts such as those with GSA. For more information, contact Karone Blondin at (202) 501-3518 or at [karone.blondin@gsa.gov](mailto:karone.blondin@gsa.gov). Check out the JWOD website at [www.jwod.gov](http://www.jwod.gov).

**10 Easy Tips to Green Meetings -- by Dana Arnold, OFEE**

Thanks to EPA, the Oceans Blue Foundation, and other sponsors, there is now a website loaded with tools, tips, case studies, and other information to make it easier to plan and contract for greener meetings. “Green meetings” are “an assembly or gathering of people, for the purpose of the exchange of information, where, through careful planning, negative impact on the environment is minimized.” A familiar example is the use of electronic systems for meeting registration, logistics, and distribution of speakers’ presentations.

In FY2000, the Federal government spent more than \$9 billion on travel for mission-related business around the world. Approximately 93,000 Federal travelers are traveling on any given business day to 8,000 locations across the country. Meetings make up a growing component of the travel industry, recently estimated at \$280 billion annually, world-wide. The Federal government clearly has the ability to set an example and lead the way in promoting greater use of green meetings.

The green meetings website, [www.bluegreenmeetings.org](http://www.bluegreenmeetings.org), contains many ideas, including the use of a sustainability preference clause in the RFP for destination selections. The site includes the following “10 Easy Tips” to green meetings:

**-Put it in writing.** Establish an environmental statement or policy for the meeting, and get buy-in from the meeting host organization’s management. Share the policy with suppliers, delegates and speakers.

**-Use paperless technology.** Use new media and electronic technology to cut down your paper use. Create a conference website; offer electronic registration and confirmation; and advertise using the web and/or email.

**-Meet close.** Reduce distances traveled by speakers and delegates. Choose a host city close to as many delegates as possible, and within the city choose a venue and hotel that are close to the airport and within walking distance of each other.

**-Practice the 3Rs.** Ask your hotel and meeting venue to provide visible and accessible reduction, reuse and recycling services for paper, metal, plastic and glass.

**-Bulk up.** Have your food and beverage service provider use bulk dispensers for sugar, salt, pepper, cream and other condiments.

**-Lighten your Stay.** Choose a hotel that offers a linen reuse program and bulk dispensers for shampoos and soaps in guest suites.

**-Eat green.** Include vegetarian meals, and have meals planned using local, seasonal produce.

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(10 Steps to Green Meetings, cont.)

**-Close the recycling loop.** Have all printed materials published on recycled paper using vegetable-based inks and printed on both sides of the page.

**-Save energy.** Coordinate with the meeting venue to ensure that energy, lights and air conditioning will be turned off when rooms are not in use.

**-Spread the word!** Tell delegates, speakers and the media about your success. You'll be surprised--greening efforts are contagious!

For more information, contact Dana Arnold of the Office of the Federal Environmental Executive (OFEE) at (202) 564-9319. Be sure to check out our websites at [www.ofee.gov](http://www.ofee.gov) or [www.acqnet.gov](http://www.acqnet.gov).

#### **Section 803 Update -- by Melissa Rider**

On October 25, 2002, the DAR Council issued a change to the Defense Federal Acquisition Regulation Supplement (DFARS) Parts 208 and 216 that changes how orders for services over \$100,000 are placed against multiple award contracts, including Federal Supply Service schedule contracts. The rule implements Section 803 of the National Defense Authorization Act for 2002. Section 803 requires the Contracting Officer (CO) to contact as many schedule holders as practicable that are capable of performing the work AND ensure that at least 3 responses are received, OR, alternatively, contact ALL the schedule holders. If the order is placed against multiple award contracts that are not part of the Federal supply schedules program, the CO must contact all awardees that are capable of performing the work and provide them an opportunity to submit a proposal that must be fairly considered for award. Program managers and other requiring offices must assist in determining which contractors are capable of performing the desired work. The rules apply to any order for services over \$100,000 that uses DoD appropriations, including orders placed on behalf of DoD by civilian agencies. Training materials that further explain the new rules are posted at: [www.acq.osd.mil/dp](http://www.acq.osd.mil/dp). The information can be accessed via the special interest drop-down box on the homepage, listed under Section 803. For more information contact Melissa Rider at [Melissa.rider@osd.mil](mailto:Melissa.rider@osd.mil), or call (703) 614-3883.

***e-Gov Corner: Integrated Acquisition Initiative -- by Lisa Cliff***

Using technology well can considerably improve how Federal agencies perform work processes and can provide one-stop services to citizens. In October, 2001, President Bush's Management Council selected 24 projects from among hundreds of ideas for e-Government (e-Gov) with the goal to move toward an efficient unified electronic Government. The plan for implementing e-Gov is being led by Mark Forman, Associate Director of Information Technology and e-Government, Office of Management and Budget. In an unprecedented approach, teams from multiple Federal agencies are working together under the sponsorship of some of the large agencies to accomplish a far-reaching modernization effort that will transform how the government goes about its business.

In order to elicit the most dramatic results from such a comprehensive endeavor, the program focuses on multi-agency initiatives that improve citizen services and yield the greatest performance gains. One of the high payoff initiatives that e-Gov has embraced is the Integrated Acquisition Environment (IAE). Cross-agency teams are working together on the GSA managed IAE with the goal of transforming how the government collects, reuses and distributes common data and shares common services within the acquisition process.

***Five modules make up IAE:***

**Business Partner Network (BPN)** – Will deploy a single point of registration and validation of supplier data accessed by all agencies. The BPN is an expanded Central Contractor Registration (CCR) [www.ccr.gov](http://www.ccr.gov). It will be linked to other vendor-oriented databases and an on-line representations and certifications application called ORCA.

**Federal Procurement Data System-Next Generation (FPDS-NG)** - Will implement a central point for consolidated collection and access of statistical and management information related to Government acquisitions. This is a modernization of the current Federal Procurement Data System.

**eCatalogs/Interagency Contracts** - Will create an online directory of GWAC and multi-agency contracts to simplify selection and facilitate leverage of Government buying. For the first time, there will be a single searchable repository for all interagency contracts.

**Standard eTransactions/Interfaces** – Will develop a standard glossary and vocabulary to facilitate exchange of data between and within agencies. This is the backbone of IAE.

**Intra-governmental Transactions (IGT)** – Will transform intra-governmental ordering and billing, reduce payment and collection problems, and enable swift and accurate revenue and expense elimination processes for preparing consolidated financial statements. This will revolutionize the processes by which goods and services are ordered between agencies.

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The modules will be a constellation of capabilities that are accessible and built on standards instead of being stand-alone, non-integrated systems “owned” by disparate organizations. The IAE will serve as the access point for various services and will provide a set of tools and capabilities that can be leveraged by the acquisition community to conduct business across the government. The IAE will provide access to Internet-based software solutions, acquisition capabilities and value-added services required to support the entire acquisition lifecycle in a unified and fully integrated manner. It will leverage existing and emerging government capabilities such as FirstGov and the eAuthentication e-Government initiative.

IAE provides an enormous opportunity to leverage the government’s investment in IT as well as in human capital. No longer will processes be duplicated in the various agencies and departments, instead they will be streamlined and simplified through shared services. Finally, the Federal Government, as the largest purchaser in the world, will have a mechanism to leverage its buying power and make better purchasing decisions.

If you would like to get involved by participating on the work teams, contact either: Teresa Sorrenti, (703) 872-8610, [teresa.sorrenti@gsa.gov](mailto:teresa.sorrenti@gsa.gov); or Earl Warrington, (703) 872-8609, [earl.warrington@gsa.gov](mailto:earl.warrington@gsa.gov). For further information, please visit <http://egov.gsa.gov>. If you have questions about this article, contact Lisa Cliff, (703) 872-8593 or [lisa.cliff@gsa.gov](mailto:lisa.cliff@gsa.gov).

### ***Change is in the Air at FSS and with the FSS Schedules!***

As part of an overhaul of GSA’s Federal Supply Service (FSS) and Federal Technology Service (FTS), GSA is in the process of moving oversight of many of its IT governmentwide acquisition contracts (GWACs) from FTS to FSS. This change is to make it simpler for agencies buying IT goods and services to find everything in one place. It should also reduce overlap between the two groups. GSA based the reorganization on an Accenture study conducted in the spring of 2002 which found overlap between the two services in IT-related sales, marketing, and contract offerings. In FY2001 FSS supplied agencies with \$11 billion of IT products and services and FTS provided \$6 billion for IT, telecommunications, and information security services.

Another change occurring to the FSS Multiple-Award Schedule contracts results from passage of the e-Government Act of 2002. Section 211 opens the FSS contracts to use by state and local governments. The opening up of IT Schedule contracts should provide a boon to schedule contractors, as well as allow state and local governments to reduce their procurement costs. A public hearing on the proposed rule implementing this change was held February 4, 2003 at GSA headquarters.

DoD users of the Schedules contracts must also be aware of the recent changes resulting from Section 803 (see previous article).

### ***ACMIS Activity Shifts into High Gear***

Training for Acquisition Career Management Information System (ACMIS) agency administrators is underway! Classes were held at Marasco Newton's training facility in early January and are continuing into February.

FAI is working closely with ACMIS developer Marasco to resolve a few remaining issues before the ACMIS official release—chief among these is system performance (speed). Some pilot users have reported experiencing slow system response times while accessing ACMIS from their agency workplaces; others have not encountered this problem.

FAI is also working with Telos Corporation to obtain formal security certification and accreditation (C&A) for ACMIS as a governmentwide system of records. ACMIS will contain sensitive personnel information that must be properly protected. The C&A work is expected to be completed by the end of March. For more information, contact Chuck Bowie at (202) 501-2364 or at [chuck.bowie@gsa.gov](mailto:chuck.bowie@gsa.gov).

### ***DoD Announces Next Round of Acquisition Exchange Program***

The Director of Defense Procurement and Acquisition Policy announces the next round of her career-broadening Acquisition Exchange Program for government employees. The opening date for this round of current opportunities is January 14, 2003, with a closing date of February 18, 2003. To obtain additional information and detailed instructions on how to submit an application, please access the Defense Procurement and Acquisition Policy webpage at [www.acq.osd.mil/dpap](http://www.acq.osd.mil/dpap). You may also contact Phil Degan at (703) 697-8334 or send him an email at [Philip.Degen@osd.mil](mailto:Philip.Degen@osd.mil) for further information.



***February 25<sup>th</sup> Lunchtime Learning Seminar on Commercial Item Pricing!***

FAI and the Defense Acquisition University (DAU) will be holding the next Lunchtime Learning Seminar on Tuesday, February 25, from 12-1:30 p.m., in the main GSA Auditorium at 18<sup>th</sup> & F St., NW, Washington, D.C. The topic of this free seminar is Commercial Item Pricing. We will have two speakers: Patrick Conley, Contract Price/Cost Analysis from GSA's Federal Supply Service, and Deborah Bartlett, Contracting Program Director, DAU. The lunchtime learning seminars provide a quick and easy way to find out the latest on "hot topics in acquisition," as well as creating networking opportunities and a way for professionals to fulfill their continuous learning requirements. The seminars are part of the FAI/DAU ongoing partnership on acquisition workforce development. To register for this seminar, email [judy.steele@gsa.gov](mailto:judy.steele@gsa.gov) or call (202) 501-4994. Register soon as this seminar is filling up quickly!

***PBSA Conference April 1st: Performance-Based Contracting: A Practicum***

OFPP, GSA, and the Procurement Executives' Committee are co-sponsoring a 1-day Performance Based Services Acquisition (PBSA) conference entitled "Performance-Based Contracting: A Practicum." The conference will be held Tuesday, April 1, 2003, at the Department of Interior Auditorium (Sidney R. Yates Auditorium) at 1849 C St., NW., Washington, D.C. (closest metro: Farragut West). Contact Ronne Rogin, U.S. Department of the Treasury, on (202) 622-0378 for additional information about the conference. More information will be posted soon on the PEC website at [www.pec.gov](http://www.pec.gov).

***Mark the Date—May 5-7! FedWeb Spring 2003!***

Learn what is expected of government web services and hear best practice success stories from your peers in the forefront of building web-enabled government. Attend FedWeb Spring 2003, which offers three days of tutorials, workshops, and exhibits designed to help you plan and implement web services that achieve your agency's mission efficiently and effectively. FedWeb Spring 2003 is May 5 – 7, 2003 at the Arlington Campus of George Mason University. For more information check out the website at [www.fedweb.org](http://www.fedweb.org). For registration assistance call (703) 425-2811.



***Mark the Date—May 6-8! 2003 GSA EXPO!***

GSA's Federal Supply Service, Greater Southwestern Region, invites you to attend EXPO 2003 at the Henry B. Gonzalez Convention Center in San Antonio, Texas, May 6-8, 2003. EXPO 2003 is a valuable opportunity for military and civilian buyers to discover how GSA brings them the information and first-hand product knowledge to make the best purchasing decisions. This is the Federal Government's most complete learning program in one event, featuring over 100 hours of free training including CEU accredited courses which can help meet continuous learning requirements. Classes range from procurement regulations and financial management to winning partnerships and travel and regulations. You can also visit over 600 commercial partners, exhibiting their latest and greatest products and services—all available through GSA Schedules. And, IT'S FREE! For more information or to register call 1(888) 272-5565, or check out the website at [www.expo.gsa.gov](http://www.expo.gsa.gov).

***Mark the Date—FAC 2003! June 12-13( metro DC area)! June 17-18 (Huntsville, AL)!***

Planning is in full swing for the 2003 Federal Acquisition Conference and Exhibitor Fair (FAC 2003)! This training opportunity will again take place in two locations for your convenience: June 12-13, 2003, at the Sheraton Premiere Hotel in Tyson's Corner, Virginia, and June 17-18, 2003, at the Marriott Hotel in Huntsville, Alabama. FAC2003 will explore "Transforming our Federal Acquisition Workforce for 21<sup>st</sup> Century Challenges." Visit the FAC website at [www.fac2003.org](http://www.fac2003.org) for more information and to register online. Be sure to take advantage of this informational and educational event. Last year's was a great success and this one promises to be even better!

***Mark the Date—Sept. 2-5! IRMCO @ The Chesapeake!***

GSA, in partnership with the CIO Council, the Human Resources Management Council, the PEC, and the Chief Financial Officers' Council invites you to the 42<sup>nd</sup> annual Interagency Resources Management Conference (IRMCO). IRMCO, the largest interagency gathering of government executives and managers, concentrates on significant and timely issues facing the government. Emphasizing today's real management issues, IRMCO is a government only conference that promotes partnerships across multiple disciplines and communities. IRMCO will be held at the Hyatt Regency Chesapeake Bay, Cambridge, MD, September 2-5, 2003. For more information or to register call (202) 501-4298, or check out the website at [www.gsa.gov/IRMCO](http://www.gsa.gov/IRMCO).